1. Collocation
1.1 Description

1.1.2	**Service and Installation Intervals**
E.	Raw space conversion timeframes fall outside the normal intervals and are negotiated on an individual case basis based on negotiations with the site preparation vendors. The Telephone Company will use its best efforts to minimize the additional time required to condition collocation space, and will inform the CLECs of the time estimates as soon as possible.
F.	**Forecast Requests**
1.	The Telephone Company will request from the CLECs forecasts on a semi-annual basis, with each forecast covering a two year period. The CLECs will be required to update the near-term (6 month) forecasted application dates.
2.	Information requested will include central office, month applications are expected to be sent, requested in-service month, preference for virtual or physical, square footage required (physical), high-level list of equipment to be installed (virtual), and anticipated splitter arrangements.
G.	**Use of Forecasting Data**—The Telephone Company will provide the CLEC with aggregated forecasting data. This information will include the central office requested, the number of physical and virtual applications for each central office and any previously known space constraints
1.	The Telephone Company will perform initial reviews of requested central offices forecasted for the next six months to identify potential problem sites; consider forecasts in staffing decisions; and enter into planning discussions with forecasting CLECs to validate forecasts, discuss flexibility in potential trouble areas and assist in application preparation.
2.	Unforecasted demand will be given a lesser priority than forecasted demand. The Telephone Company will make every attempt to meet standard intervals for unforecasted requests. However, if unanticipated requests push demand beyond the Telephone Company's capacity limits, the Telephone Company will negotiate longer intervals as required within reason. In general, if forecasts are received less than three months prior to the application date, the interval start day may be postponed as outlined following. Any such interval adjustments will be discussed with the CLEC at the time the application is received.
a.	**No Forecast Received**—Interval start date commences three months after application date.
b.	**Forecast Received One Month Prior to Application Date**—Interval start date commences two months after application date.
c.	**Forecast Received Two Months Prior to Application Date**—Interval start date commences one month after application date.
d.	**Forecast Received Three Months Prior to Application Date**—Interval start date commences on the application date.

1. Collocation
1.1 Description

1.1.2	**Service and Installation Intervals**
G.	(Continued)
3.	If the Telephone Company has a written guarantee of reimbursement, it will examine forecasts for offices in which it is necessary to condition space, and discuss these forecasts with CLECs to determine the required space to be conditioned.
4.	If the Telephone Company commits to condition space based on forecasts, CLECs assigned space will give the Telephone Company a non-refundable deposit equal to the application fee.
5.	If the forecasts indicate spikes in demand, the Telephone Company will attempt to smooth the demand via negotiations with the forecasting CLECs. If additional expenditure would be required to satisfy the spikes in demand, the Telephone Company will work with the DTE to determine whether such additional expenditure is warranted and to evaluate cost recovery options.
6.	If the Telephone Company augments its work force based on forecasts, the CLECs will be held accountable for the accuracy of their forecasts.